

RCIP Document Checklist

2026

This checklist includes all documents required under the 2026 RCIP guidelines. Applications that are missing documents may be returned as incomplete.

Download required forms at: <https://westkootenayimmigration.ca/guides-checklists-forms/>

1. REQUIRED FORMS

- IMM 0248 - Schedule 1 Rural Community Immigration Pilot
- IMM 0247 - Offer of Employment Form

2. IDENTITY DOCUMENTS

- Passport (must be valid)
- If in Canada: Proof of Status documents

3. EDUCATION

Include **one of the following**:

Option 1 — Canadian Education Credential

- Canadian secondary school (high school) diploma, **or**
- Canadian post-secondary certificate, diploma, or degree from a recognized post-secondary institution. (*If the Canadian post-secondary institution is **not recognized** (based on the [CICIC website](#)), you must also include an Educational Credential Assessment (ECA) ¹.)*

Option 2 — Foreign Education Credential

- Foreign certificate, diploma, or degree, **and**
- Educational Credential Assessment (ECA)²

4. WORK EXPERIENCE

- Employer reference letter(s) including:
 - Job title
 - Duties
 - Hours worked
 - Dates of employment
 - Wage

¹ If required, the ECA must: Be from a designated organization or professional body; show the education is equal to a Canadian high school diploma or higher; be valid (less than 5 years old at the time of PR application).

² See previous footnote for ECA requirements.

- Supporting documents (if needed):
 - Pay stubs
 - Contracts
 - Tax documents

5. JOB OFFER

- Signed Offer of Employment Form (IMM 0247)
- Job details must match:
 - NOC code
 - Wage (Job Bank range or West Kootenay RCIP minimum wage)
 - Full-time, non-seasonal, permanent

6. LANGUAGE

- Valid language test results (within 2 years): IELTS, CELPIP, TEF, or TCF

7. INTENT TO RESIDE

- Written statement explaining: Why the candidate wants to live in the community *and* their connection to the region

Additional Intent to Reside documents (only if claiming points)

- Proof of close family in the region
- Proof of past work or study in the region
- Proof of spouse's work/study in the region